

**Texas Education Agency  
Standard Application System (SAS)**

**2014-2016 Technology Lending Program Grant**

<b>Program authority:</b>	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	<b>FOR TEA USE ONLY</b> <small>Write NOGA ID here</small>
<b>Grant period:</b>	October 1, 2014, to August 31, 2016	
<b>Application deadline:</b>	5:00 p.m. Central Time, May 13, 2014	
<b>Submittal information:</b>	<b>Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address:</b> <p style="text-align: center;">Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494</p>	<small>Place date stamp here</small> <div style="border: 1px solid black; padding: 5px; transform: rotate(-90deg); transform-origin: center;">             MAY 13 PM 1:22              TEXAS EDUCATION AGENCY           </div>
<b>Contact information:</b>	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

**Schedule #1—General Information**

<b>Part 1: Applicant Information</b>							
Organization name		County-District #		Campus name/#		Amendment #	
Gilmer ISD		230902		Gilmer High School/002, Bruce Jr. High/041		NA	
Vendor ID #		ESC Region #		US Congressional District #		DUNS #	
1756001663		7		TX-1		010597045	
Mailing address				City		State ZIP Code	
500 South Trinity St.				Gilmer		TX 75644	
<b>Primary Contact</b>							
First name		M.I.	Last name			Title	
Rusty			Ivey			Director of Technology	
Telephone #		Email address				FAX #	
903-841-7410		iveyr@gilmerisd.org				903-843-0170	
<b>Secondary Contact</b>							
First name		M.I.	Last name			Title	
Lisa			Smith			Technology Integration Specialist	
Telephone #		Email address				FAX #	
903-841-7400		smithl@gilmerisd.org				903-843-0170	

**Part 2: Certification and Incorporation**

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

**Authorized Official:**

First name	M.I.	Last name	Title
Rusty		Ivey	Director of Technology
Telephone #		Email address	FAX #
903-841-7410		iveyr@gilmerisd.org	903-843-0170

Signature (blue ink preferred)



Only the legally responsible party may sign this application.

Date signed

701-14-107-252

**Schedule #1—General Information (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 3: Schedules Required for New or Amended Applications**

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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By TEA staff person:

**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 1: Required Attachments**

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
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No fiscal-related attachments are required for this grant.

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
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No program-related attachments are required for this grant.

**Part 2: Acceptance and Compliance**

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

**Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.**

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the program guidelines for this grant.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 3: Program-Specific Provisions and Assurances**☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the application is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 <sup>st</sup> year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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**Schedule #4—Request for Amendment**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 1: Submitting an Amendment**

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the [TEA Grant Opportunities](#) page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

**Part 2: When an Amendment Is Required**

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration [Grant Management Resources](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

**Part 3: Revised Budget**

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost ( %):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

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By TEA staff person:

**Schedule #4—Request for Amendment (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 4: Amendment Justification**

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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**Schedule #5—Program Executive Summary**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Gilmer ISD strives to prepare students to be productive, contributing members of their community. The District recognizes the need for today's students to be actively engaged in the learning process in order to develop the skills necessary for success when entering college and the workforce. Gilmer ISD is aware of the need to provide access to technology for its students outside of the school day in order to achieve these goals.

Gilmer High School's economically disadvantaged population has increased from the 48% shown on 2011-2012 Academic Excellence Indicator System (AEIS) Campus Report to a current level of 60% economically disadvantaged. Many students in this classification personally lack the technology to reach their full potential in the educational process. Funds from this grant will allow Gilmer ISD to purchase equipment that will allow students to access technology outside the school day, enabling these students to have equal educational opportunities. The District will also support the lending program through the use of funds from the Instructional Materials Allotment.

Ongoing curriculum assessment and redesign of district curriculum is carried out by teachers and curriculum staff. Our district personnel understand the changing educational needs of our students. Many projects and lessons are designed to integrate technology into the learning process. Teachers in the district create videos and/or use other online tutorials to introduce concepts to their students, allowing the teacher to better utilize classroom time, assess comprehension of the lesson and allow students to apply the facts taught. In order for this type of instruction to be effective, it is essential for all students to have access to an electronic device and the internet for research, collaboration, and presentation purposes. Gilmer ISD purchases licenses for programs that support classroom instruction in primary and secondary grades. As well, Gilmer ISD plans to purchase electronic textbooks; devices that can utilize this new format will be essential for the district. Allowing students the ability to use the electronic textbook at home will be essential. The District currently utilizes five class sets of iPod touché devices; these can be made available for lending to students on three campuses. These devices are being used in High School Biology, Anatomy and Physiology, and History classes. Teachers using these devices have seen an increase in assessment scores due to improved student engagement. The number of lending devices in the district does not allow the incorporation of technology in the curriculum to be effective in all core subjects for all students.

Secondary students are strongly encouraged to complete a graduation plan which gives them the qualifications necessary for college acceptance. Counselors and teachers inform students of scholarship opportunities and college requirements but students must have electronic access to review and complete the required applications. Loaned devices would allow students to communicate with these institutions at any time.

The devices purchased would be checked-out to students by the classroom teacher. Information from a Technology Needs Survey completed by students at the beginning of the school year would be available to the teacher through the District's Student Information System. This will enable teachers to ensure that all students without an electronic device or internet access would be issued a school device. District policy will require that teachers utilize the lending program throughout the school year. Training and support for using the devices will be provided to students and teachers by District Technology Staff, Curriculum Specialists, and the Technology Integration Specialist. Training on the use of the devices and available software will be offered as summer staff development and/or conducted during weekly teaming meetings by technology and curriculum staff.

Campus placement of the devices will be determined through the balancing of the Technology Needs Survey with the District's Curriculum Technology Integration Plan. The District's, recently updated wireless infrastructure should be adequate to support the anticipated use of these devices, however additional testing is ongoing. All classrooms at the High School have 100% wireless connectivity. In order to boost bandwidth and dependability multiple access points have been placed in other areas of the school. Additional wireless access points will be added to the Jr. High campus during June, 2014 and July, 2014.

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By TEA staff person:

**Schedule #5—Program Executive Summary (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

The Campus Technology Technician will respond to work orders and requests from the teacher when a device needs repair. The device will be repaired on campus, if possible. If the device must be taken off-campus for repair, a substitute device will be issued to the student. The District and parents will cover the cost of accident insurance for the loaned device. A Technology Lending Agreement which will incorporate the District's current Acceptable Use Policy will be developed and signed by the parent/guardian and student before a device is issued to that student.

Gilmer ISD is seeking to initiate and utilize a technology lending program through the use of these funds in order that students will have greater achievement through access to technology during their educational career.

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By TEA staff person:



**Schedule #6—Program Budget Summary**

County-district number or vendor ID: 230902	Amendment # (for amendments only):
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32	
Grant period: October 1, 2014, to August 31, 2016	Fund code: 410

**Budget Summary**

Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	\$	\$	\$	
Schedule #9	Supplies and Materials (6300)	6300	\$129840	\$0	129840	
Schedule #10	Other Operating Costs (6400)	6400	\$	\$	\$	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$	\$	\$	
Total direct costs:			\$	\$	\$	
Percentage% <u>indirect costs</u> (see note):			N/A	\$	\$	
Grand total of budgeted costs (add all entries in each column):			\$	\$	\$	

**Administrative Cost Calculation**

Enter the total grant amount requested:	\$129840
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result.	\$19476
This is the maximum amount allowable for administrative costs, including indirect costs:	

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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**Schedule #8—Professional and Contracted Services (6200)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**NOTE:** Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.**Expense Item Description****Grant  
Amount  
Budgeted**

6269 Rental or lease of buildings, space in buildings, or land

Specify purpose:

\$

6299 Contracted publication and printing costs (specific approval required only for nonprofits)

Specify purpose:

\$

62XX ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:

☐ Salaries/benefits☐ Other:☐ Networking (LAN)☐ Other:☐ Computer/office equipment lease☐ Other:☐ Building use☐ Other:☐ Copier/duplication services☐ Other:☐ Telephone☐ Other:☐ Administrative☐ Other:

\$

a. Subtotal of professional and contracted services (6200) costs requiring specific approval:

\$

**Professional Services, Contracted Services, or Subgrants Less Than \$10,000**

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		<input type="checkbox"/>	\$
2		<input type="checkbox"/>	\$
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$

b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:

\$

**Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000**

Specify topic/purpose/service:

☐ Yes, this is a subgrant

Describe topic/purpose/service:

**Contractor's Cost Breakdown of Service to Be Provided****Grant  
Amount  
Budgeted**

1 Contractor's payroll costs # of positions:

\$

Contractor's subgrants, subcontracts, subcontracted services

\$

Contractor's supplies and materials

\$

Contractor's other operating costs

\$

Contractor's capital outlay (allowable for subgrants only)

\$

Total budget:

\$

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**Schedule #8—Professional and Contracted Services (6200)**

County-District Number or Vendor ID: 230902

Amendment number (for amendments only):

**Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)**

2	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
3	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
4	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
5	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	

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**Schedule #8—Professional and Contracted Services (6200)**

County-District Number or Vendor ID: 230902

Amendment number (for amendments only):

**Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)**

6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		\$	
(Sum of lines a, b, c, and d) Grand total		\$	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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**Schedule #9—Supplies and Materials (6300)**

County-District Number or Vendor ID: 230902

Amendment number (for amendments only):

**Expense Item Description**

63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:					<b>Grant Amount Budgeted</b>	
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies			
	<input type="checkbox"/>	Postage	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:			
6399	<b>Technology Hardware—Not Capitalized</b>					<b>Grant Amount Budgeted</b>	
	<b>#</b>	<b>Type</b>	<b>Purpose</b>	<b>Quantity</b>	<b>Unit Cost</b>		
	1	Dell Venue 8	8" Tablet with Window 8 pro	320	\$118400		
	2	Verizon Hotspot	Hotspot with service	37	\$8880		
	3	USB Dongle	USB connector Venue 8	320	\$2560		
	4				\$		
5				\$			
6399	Technology software—Not capitalized					\$	
6399	Supplies and materials associated with advisory council or committee					\$	
Subtotal supplies and materials requiring specific approval:						\$	
Remaining 6300—Supplies and materials that do not require specific approval:						\$	
<b>Grand total:</b>						<b>\$129840</b>	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Via telephone/fax/email (circle as appropriate)

By TEA staff person:

**Schedule #10—Other Operating Costs (6400)**

County-District Number or Vendor ID: 230902

Amendment number (for amendments only):

Expense Item Description		Grant Amount Budgeted
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:	\$
	<input type="checkbox"/> ESC-owned vehicle usage <input type="checkbox"/> Other:	
	<input type="checkbox"/> Insurance <input type="checkbox"/> Other:	
6411	Out-of-state travel for employees (includes registration fees)	\$
	Specify purpose:	
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.	\$
	Specify purpose:	
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)	\$
	Specify purpose:	
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations	\$
	Specify purpose:	
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees	\$
	Specify purpose:	
6429	Actual losses that could have been covered by permissible insurance	\$
6490	Indemnification compensation for loss or damage	\$
6490	Advisory council/committee travel or other expenses	\$
6499	Membership dues in civic or community organizations (not allowable for university applicants)	\$
	Specify name and purpose of organization:	
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)	\$
	Specify purpose:	
Subtotal other operating costs requiring specific approval:		\$
Remaining 6400—Other operating costs that do not require specific approval:		\$
<b>Grand total:</b>		<b>\$</b>

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See [TEA Guidelines Related to Specific Costs](#) for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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**Schedule #11—Capital Outlay (6600/15XX)**

County-District Number or Vendor ID: 230902

Amendment number (for amendments only):

**15XX is only for use by charter schools sponsored by a nonprofit organization.**

#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
<b>6669/15XX—Library Books and Media (capitalized and controlled by library)</b>					
1		N/A	N/A	\$	
<b>66XX/15XX—Technology hardware, capitalized</b>					
2			\$	\$	
3			\$	\$	
4			\$	\$	
5			\$	\$	
6			\$	\$	
7			\$	\$	
8			\$	\$	
9			\$	\$	
10			\$	\$	
11			\$	\$	
<b>66XX/15XX—Technology software, capitalized</b>					
12			\$	\$	
13			\$	\$	
14			\$	\$	
15			\$	\$	
16			\$	\$	
17			\$	\$	
18			\$	\$	
<b>66XX/15XX—Equipment, furniture, or vehicles</b>					
19			\$	\$	
20			\$	\$	
21			\$	\$	
22			\$	\$	
23			\$	\$	
24			\$	\$	
25			\$	\$	
26			\$	\$	
27			\$	\$	
28			\$	\$	
<b>66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life</b>					
29				\$	
<b>Grand total:</b>				\$	

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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**Schedule #12—Demographics and Participants to Be Served with Grant Funds**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 1: Student Demographics.** Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

<b>Total enrollment:</b>			<b>1042</b>	
Category	Number	Percentage	Category	Percentage
African American	176	N/A	Attendance rate	94.1%
Hispanic	137	N/A	Annual dropout rate (Gr 9-12)	0.72%
White	688	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	7	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	623	60%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	11	1%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	46	4.4%	Average ACT score (number value, not a percentage)	N/A

**Comments**

**Part 2: Students to Be Served with Grant Funds.** Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public									179	170	197	181	160	155	1042
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
<b>TOTAL:</b>									179	170	197	181	160	155	1042

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By TEA staff person:



**Schedule #13—Needs Assessment**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 1: Process Description.** A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Gilmer ISD considers several variables when determining educational needs within the district. Teachers and administrators regularly disaggregate data from benchmark and state testing. Campus technicians gather information from teachers to identify the amount and type of technology currently available within classrooms. The Director of Technology assesses technology needs considering STaR chart data, community surveys and administrator/teacher requests. This data is then reviewed by the Superintendent and Technology Director to determine the technology needs within the district and to prioritize campus, subject, and grade level technology needs.

Based on data disaggregation, the district has designated Math and Science as its greatest area of academic need. Gilmer ISD currently has a one-to-many technology program. Each campus library has some computers for student use during the school day. Lending equipment within the district is a total of 5 class sets of iPod Touches shared by three campuses. Approximately 93% of our students do not have ready access to lending equipment.

The iPod touch sets are used in Science and History classrooms to enhance the lessons and projects being assigned. Science and History teachers are seeing increased grades and test scores from their students due to the active student engagement when using the iPods. These funds will allow equipment to be borrowed by more students and used in more subject areas.

Receiving these funds would allow Gilmer ISD to purchase class sets of tablets which will be loaned to students for use in all core subjects. This will give computer access to the Economically Disadvantaged students within our district that do not currently have this resource outside of the school day. Students will be able to view electronic textbooks, use interactive educational sites, conduct research and collaborate with other students. These devices will also allow students access to college admission and scholarship information and email communication from colleges.

The high percentage of Economically Disadvantaged students within our district (60%) along with the low number (7.9%) of parents/guardians utilizing the Parent Portal within the District's Student Information System, is indicative of the high percentage of homes with no internet access. Funds from this grant will also be used to provide internet access for students that do not currently have that resource in their homes while the district's equipment is on loan. This will better equalize the educational opportunity for all students in our district.

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**Schedule #13—Needs Assessment (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 2: Alignment with Grant Goals and Objectives.** List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Students will be required to access electronic textbooks in the 2014-15 school year.	The tablets purchased with funds from the Technology Lending Program Grant will be available for checkout to students for use in any subject area. This will give all students access to the electronic textbooks which are purchased by the district.
2.	Students do not have internet available in their homes.	Grant funds will be used to purchase wi-fi hotspots which will be loaned to students without current internet access in their homes.
3.	Students need access to the internet for research and collaboration on assigned projects and to presentation software and/or sites for project presentation.	Hotspots checked out to students will allow them to complete research and collaboration requirements for assigned projects. The devices purchased with grant funds will give students access to presentation software needed to complete presentation requirements for assigned projects.
4.	Students do not have 24/7 access to college and scholarship information.	The tablets will allow students to research college admission and scholarship information and receive email communication from colleges.
5.	Many teachers are posting tutorial videos on class blogs and websites in order to "flip" their classroom. They are also using videos that are currently available, i.e., Khan Academy, United Streaming to teach and review classroom objectives. Students need to access these tutorials outside of the school day.	The hotspots available for check-out will permit students internet access so that the devices purchased can be used for viewing these tutorials. This will allow classroom time to be better used answering any questions students might have and applying the concepts learned to other situations.

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**Schedule #14—Management Plan**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 1: Staff Qualifications.** List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Director of Technology	Proficient in use of technology, currently employed by the District
2.	Campus Technology Technician	Proficient in use of technology, currently employed by the District
3.	Classroom Teachers	Proficient in use of technology, currently employed by the District
4.	Curriculum Specialists	Proficient with technology integration, currently employed by the District
5.	Technology Integration Specialist	Proficient in use of technology and technology integration, currently employed by the District

**Part 2: Milestones and Timeline.** Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Device Acquisition	1. Device evaluation	05/01/2014	06/01/2014
		2. Device selection	06/01/2014	06/30/2014
		3. Acquire quotes from various vendors	08/15/2014	09/15/2014
		4. Purchase devices	10/01/2014	10/07/2014
		5. Delivery of devices to District Technology Director	10/14/2014	10/31/2014
2.	Configuration of Devices	1. Inventory devices	11/03/2014	11/07/2014
		2. Configure devices	11/04/2014	12/01/2014
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
3.	Teacher Training	1. Use of device	09/02/2014	09/19/2014
		2. Troubleshooting device	09/02/2014	09/19/2014
		3. Check-out/Check-in procedures	09/02/2014	09/19/2014
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
4.	Student Training	1. Complete Technology Needs Evaluation	08/04/2014	08/22/2014
		2. Digital Citizenship Evaluation	09/02/2014	12/05/2014
		3. Training – use of device and software	12/08/2014	12/19/2014
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
5.	Lending	1. Students receive Technology Lending Agreement	12/01/2014	12/08/2014
		2. Check-out devices to students	12/08/2014	12/19/2014
		3. Check-in devices as necessary throughout school yr	12/09/2014	05/29/2015
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX

**Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.**

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**Schedule #14—Management Plan (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 3: Feedback and Continuous Improvement.** Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Teachers regularly meet as subject area teams and as grade levels to assess student progress. Data from class work, benchmark tests, and other exams is considered. If students are not reaching desired achievement levels, curriculum is altered. Instructional Specialists and teachers consider all resources available to them; including lending technology, on-site technology, ability groups, and varied teaching methods when adjusting this curriculum for re-teaching. Administrators not in attendance during the planning are notified via email and teaming minutes of the modifications made. Parents can access the Parent Portal section of the District's grading system to view their child's grades and class information.

Instructional Specialists and teachers notify their administrator of materials needed to accomplish the planned curriculum goals. Administrators notify the Director of Technology when electronic devices and/or software are required. These materials are purchased if funds are available and installed by the assigned campus technician. Teacher training is provided by technology personnel if needed.

**Part 4: Sustainability and Commitment.** Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Science and History teachers currently use the iPod touch in their curriculum. These devices will continue to be used in primary grades while new devices purchased with these funds will be used in secondary grades. This will introduce primary students to the use and care of lending devices within their instruction.

District funds will be used to support the program through the Instructional Materials Allotment. Campus policy will require teachers in the program to utilize the lending program increasingly throughout the school year.

The Technology Integration Specialist will assist teachers in developing lessons and projects which integrate/require the use of the technology. Teachers will determine if the student has fulfilled this requirement of the lesson or project.

An electronic copy of the lending form completed by the classroom teacher when loaning a device to a student will be sent to the Director of Technology within 2 weeks of devices having been checked out to students so verification can be made of their use. A second electronic copy will be sent to the Director of Technology at the end of the school year for verification of return of the devices.

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**Schedule #15—Project Evaluation**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Part 1: Evaluation Design.** List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Regular Review of Electronic Check-out Count	1.	Percentage of devices checked out to students
		2.	
		3.	
2.	Student Survey	1.	Availability of device
		2.	Reliability of device
		3.	Usefulness within curriculum
3.	Teacher Survey	1.	Availability of devices
		2.	Reliability of devices
		3.	Increased achievement levels due to device usage
4.	Informal Curriculum Staff Survey	1.	Integration of technology use within lessons
		2.	Increased student engagement due to use of devices
		3.	Increased formative and summative scores
5.	District Technology Staff	1.	Reliability of devices
		2.	Usability of devices
		3.	

**Part 2: Data Collection and Problem Correction.** Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

An electronic copy of the lending form completed by the classroom teacher when loaning a device to a student will be sent to the Director of Technology after the first six weeks of the school year so verification can be made of their use. A second electronic copy will be sent to the Director of Technology at the end of the school year for verification of return of the devices.

The Technology Integration Specialist will assist teachers in developing lessons and projects which integrate/require the use of the technology. Teachers will determine if the student has fulfilled this requirement of the lesson or project. Data from benchmark and other testing will be disaggregated by teachers and specialists to determine student-level academic growth. This growth information will be sent by the subject level team leaders to the Technology Integration Specialist for review.

An electronic record of each device that is being checked out and checked in will be maintained within the district's network.

Information will be gathered from students when class schedules are distributed to determine if the student has a device and internet available for his/her use in the home. If a student is not listed on a teacher's lending form, this information will be reviewed. Students with no home device that have not been loaned a school device will be contacted about this availability.

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**Schedule #16—Responses to Statutory Requirements**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Statutory Requirement 1:** Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Devices will be evaluated by the District Technology Staff and purchased by the school.

A Technology Needs Assessment will be completed by students during the distribution of class schedules for the upcoming school year. This information will be used by the District to determine if the student has a device and internet available for his/her use in their home.

Class sets of tablets and necessary accessories will be placed in the classroom. Teachers will assign a device to a student. The teacher will log the student's name and the inventory number on the device in the District's Student Information System. This information will be sent electronically to the Director of Technology for review of the number of devices on loan to students.

Wi-fi hotspots will be available for student check-out through the campus librarian to provide internet access to those students without home internet access.

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**Schedule #16—Responses to Statutory Requirements**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**Statutory Requirement 2:** If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Additional tablets will be purchased through the Instructional Materials Allotment. Our District's greatest area of need is in Math and Science. Classroom sets of tablet and necessary materials will be purchased for each classroom that teaches both Math and Science at grades 7 through 12. These tablets, along with those purchased via this grant will make up the devices available through the lending program. No distinction will be made between tablets purchased with either plan. All will be available for lending to students.

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**Schedule #17—Responses to TEA Program Requirements**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 1:** Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Providing an electronic device and internet availability to each student allows all students to access online learning and to share equal responsibility in collaborative learning. Collaborative learning requires student engagement and use of high level thinking skills allowing students to apply the factual knowledge previously learned to other situations. Electronic devices and internet access are essential elements of project collaboration. The critical thinking and problem solving developed through this learning process will produce citizens who will have a positive impact on their community which is the mission of Gilmer ISD. Gilmer ISD feels that this goal is accomplished by educating each child as a unique individual. Access to interactive content with these electronic devices will provide individualized learning opportunities by offering more differentiation in classroom curriculum.

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**Schedule #17—Responses to TEA Program Requirements**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 2:** Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

A Technology Needs Survey will be completed by students / parents during the distribution of class schedules to determine if the student has a device and internet available for his/her use in their home. Balancing the information from the Technology Needs Survey with the District's Curriculum Technology Integration Plan will determine campuses with the highest need for the lending technology.

Class sets of tablets and necessary accessories will be placed in the classroom. Teachers will assign a device to a student based on the Technology Needs Survey completed at the beginning of the school year. The teacher will log the student's name and the inventory number on the device checked out to that student in the District's Student Information System. This information will be sent electronically to the Director of Technology for review of the number of devices on loan to students.

Wi-fi hotspots will be available for check-out through the campus librarian to provide internet access to those students without home internet access.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 3:** Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The electronic communication devices will enable students to benefit from the curriculum documents developed by the teachers. From those curriculum documents, the teachers develop their lessons for classroom projects, research, problem-based projects, writing assignments, and web-based tutorial programs to supplement student instruction. The devices will allow students to access the internet for the tutorial programs and/or use a student web portal to communicate with their teachers about their assignments. Through this portal, students will be able to ask questions and/or get clarification on their assignments while working at home. Students will be able to use them during classroom time to maximize classroom instruction where they would normally leave the classroom to access the same information in a computer lab.

Currently, some teachers are preparing lessons through a "flipped classroom" approach so that students can become prepared for the following day's lesson or can access instruction should they be absent from the classroom for a day. By checking out the electronic communication devices, students can access the electronic textbook to assist them with their learning. The device will also have a flash drive connection so that the work they begin at school or at home can be transferred from one device to another to facilitate learning.

Our district is focusing on student engagement. These devices will increase opportunities for students to engage with the curriculum and increase student performance. Many of our students do not have access to information outside of the school day, so this will increase their opportunity to gain valuable information that will provide more equal opportunities for learning.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 4:** Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Apps are currently being used in High School Biology classes to teach concepts such as mitosis. One app that is used allows students to move sections of cell in order to see what happens during the various phases of mitosis. Apps are also being used in the Physiology and Anatomy class to view the structure and workings of the human body. High School History classes are using apps such as Aurasma to engage students in the curriculum.

United Streaming, TeacherTube, YouTube, or self-created videos are used in all subject areas from PreK through 12<sup>th</sup> grade to introduce concepts and reinforce learning in the classroom. The District has purchased licenses for electronic instructional materials such as Think Through Math and iStation to give students access to interactive content that supports classroom instruction.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 5:** Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Professional development will be offered to teachers as a summer staff development opportunity and/or during weekly teaming meetings during the first half of the school year. Training will be provided by technology and curriculum staff.

Training will cover the access and use of electronic textbooks and the development of project based lessons.

**TEA Program Requirement 6:** Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All district locations have fiber to each building. Cat 5 wiring infrastructure supplies WAN connectivity to routers. Switches on the campus support three LAN drops per classroom.

All buildings have 100% connectivity to wireless devices. In order to boost bandwidth and dependability of the High School wi-fi, access points have been placed in every classroom along with multiple access points in other areas of the campus.

Additional access points have been purchased and are scheduled to be installed at the Jr. High campus during June, 2014 and July, 2014.

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By TEA staff person:

**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 7:** Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Mobile Wi-fi hotspots will be available for check-out through the campus librarian. Check-out will be limited to two days with the student being permitted to check-out the device again if needed.

**TEA Program Requirement 8:** Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

A computer technician is assigned to each campus in the district. The technician immediately responds to electronic work orders and requests submitted by teachers. Technical issues can often be corrected at the campus. If the device is taken off campus for repair, these repairs are made quickly. A substitute device is loaned while the original device is being repaired.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 230902

Amendment # (for amendments only):

**TEA Program Requirement 9:** Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Each device will be assigned an inventory number upon being received at the District from the vendor.

A Technology Needs Assessment will be completed by students during the distribution of class schedules to determine if the student has a device and internet available for his/her use in their home.

Class sets of tablets and necessary accessories will be placed in the classroom. Teachers will assign a device to a student. The teacher will log the student's name and the inventory number on the device in the district's Student Information System. This information will be sent electronically to the Director of Technology and will be available for viewing by the department head, campus principal and district technology staff.

If there is a competing need for devices, the teacher will refer to the results of the Technology Needs Assessment for information regarding the technology needs of the students desiring the lending equipment.

Appropriate use of the device will be covered by the District's Acceptable Use Policy and Technology Lending Agreement.

The District and parents will cover the cost of insurance for the loaned device. If a student's device malfunctions, the student will return the device to the teacher. The teacher will check-out another device to the student and notify the Technology Department of the problem so the device can be repaired. If another device is not available, the Technology Department may supply the student with a substitute device until the repair can be made.

**Schedule #17—Responses to TEA Program Requirements (cont.)****For TEA Use Only**

Changes on this page have been confirmed with:

On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person:

County-district number or vendor ID: 230902	Amendment # (for amendments only):
<b>TEA Program Requirement 10:</b> Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.	
<p>The District and parents will cover the cost of insurance for the loaned device. This insurance will cover accidental breakage. If a student's device malfunctions, the student will return the device to the teacher. The teacher will check-out another device to the student and notify the Technology Department of the problem so the device can be repaired.</p> <p>Appropriate use of the device will be covered by the District's AUP and Technology Lending Agreement.</p> <p>Lost or stolen equipment will be required to be replaced before additional equipment is loaned to the student.</p>	
<b>TEA Program Requirement 11:</b> Applicants must describe the development and implementation of a <i>Technology Lending Agreement</i> to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing <i>Responsible Use Policy</i> by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.	
<p>Students will adhere to Sections 2.A. through 2.P. of the District's Acceptable Use Policy concerning proper use of District computers and network resources. Users will be responsible for ensuring the device is not used for illegal purposes and is not vandalized, lost, or stolen.</p> <p>Additionally, students will show mastery of Digital Citizenship TEKS through an assessment during the first six weeks of the school year.</p> <p>This agreement will require the student's and parent's signature. It will be given to students prior to the student receiving a device. A device will be available for lending to the student upon return of the signed agreement.</p>	

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Via telephone/fax/email (circle as appropriate)	By TEA staff person: